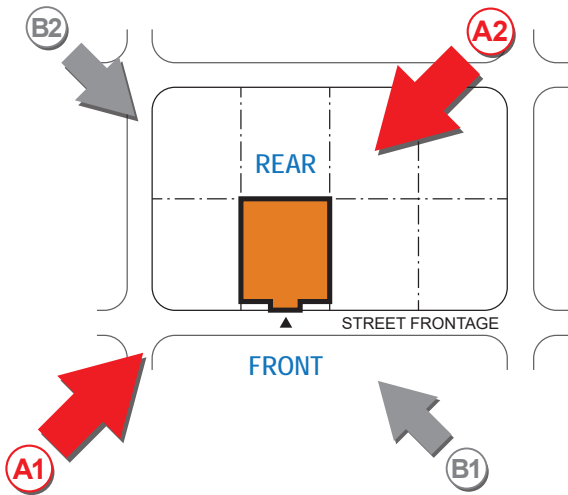


City Planning requires applicants to submit 3D Model views of their proposal in context for use on the public meeting sign and staff reports. Information about 3D models in context can be found in the [Terms of Reference for the Computer Generated Building Mass Model](#). The same 3D massing model can be used for both the sign and the report graphics. The sign requires only one view (A1), the preliminary report requires two views (A1 & A2).

The primary (A1) view should feature the front of the building (municipal address or the face that fronts onto the primary street) and include one side. View A2 should show the back and remaining side. By showing the proposal this way you are in effect capturing a 360° view.

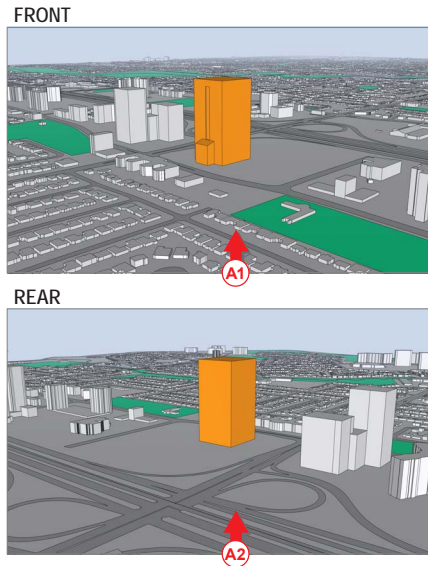
The simplified (Level 2) massing model of the proposal must be accurately placed into the City of Toronto's 3D Massing Model available for download on [Open Data](#). Additional instructions for working with the model are available at www.toronto.ca/plansign.

+ Locating Your Camera To Capture Views



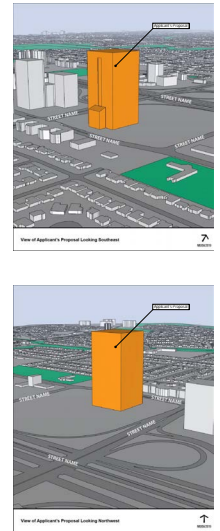
Option A or B are both acceptable as long as you have both Front and Rear Views

+ Established Front & Rear Views



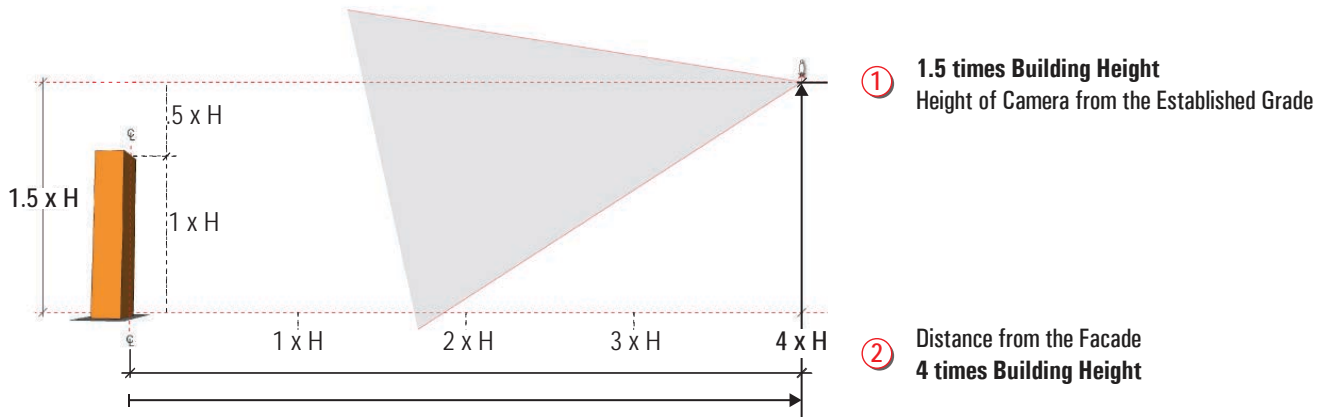
Views exported from SketchUp. Shadows are not required.

+ Sample Graphics



1. Southeast View
2. Northwest View

+ Rule of Thumb for Establishing the Correct View of Your Proposal in Context



The majority of buildings can be viewed using the “**Rule of Thumb**” method of **1.5 x 4 times the Building Height**.

1. Set the height of your camera at **1.5 times the Building Height** above grade. Use 1.0 times Building Height for Tall buildings.
2. Set the camera at a distance of **4 times the Building Height** back from the facade or nearest corner of the building.

Export your final views as RGB colour JPG files with an image height of 3200 pixels. Generating the views at 3200 pixels will give enough resolution for the large image on the sign and then can be cropped down for the preliminary report. Refer to instructions on page 2.

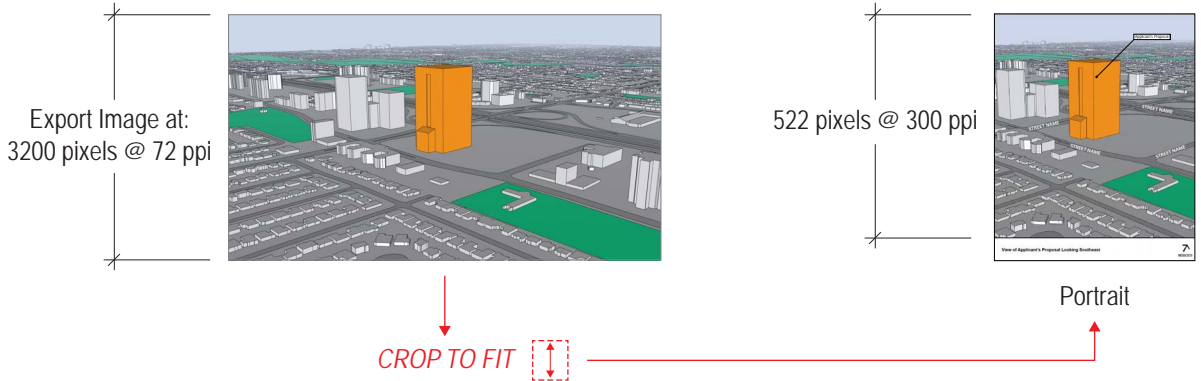
+ Cropping your images to the correct sizes

Portrait is the preferred format whenever possible. Landscape views are welcome when portrait will not clearly illustrate the proposed massing.

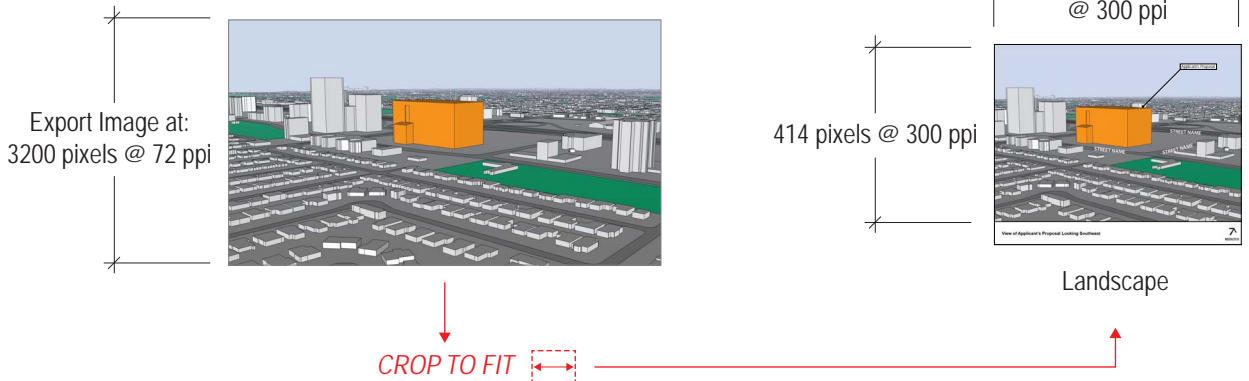
+ Image resolution

Export your 3D model (in context) out of SketchUp as a 2D JPG and choose an image height of 3200 pixels. By default the resolution will be 72 ppi. The width of the exported image will vary based on the size of your computer display. Create a copy of view A1 and crop to square for the public meeting sign. For report submissions set your crop tool preset to 468 x 522 pixels @ 300 ppi for portrait or 576 x 414 pixels @ 300 ppi for landscape.

Report Graphic - Portrait Format



Report Graphic - Landscape Format



Public Meeting Sign

